

**PYHA Board Meeting Agenda**  
**Meeting Date: Wednesday, May 11, 2016**  
6:30 pm - Dream Lanes

**Board Members Present:**

<b>Katy Churches</b>	<b>Brenden Pautsch</b>	<b>Brenda Engleson</b>	<b>Sarah Moriva</b>
<b>Ted Pritchard</b>	<b>Jim Sheahan</b>	<b>Kevin Kuhlow</b>	<b>Pat Goss</b>
<b>Sam Rasmussen</b>	<b>Jesse Theiler</b>	<b>Steve Chvala</b>	<b>Jerry Zeutzius</b>

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**Ground Rules:**

- Your time is valuable. We respect each other's' time so all topics to run on time.
- Timekeeper. Issue 5 minute warning to help stay on track.
- If won't be complete, table until next month or discuss via e-mail.
- *3 Types of topics*
  1. Informational – Provides information to the Board.
  2. Discussion – Informational plus requires idea generation and/or input in preparation for a Decision.
  3. Decision – Discussion plus decision required. A vote is taken.

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- Call to Order 6:41
  - Review and approve minutes from annual meeting not sure if sent out – tabled.

1<sup>st</sup>      2<sup>nd</sup>      Approve      Opposed

- Agenda Repair - add items or move order

Instead of annual meeting, minutes to review and approve should be from March meeting

- Introduction of Board Members – Informational 15 min (Katy)

Action item: each member send picture

Action Item: Each Board member review handbook and report next meeting if something isn't clear, needs to be added/changed. Pat: make sure revision date in there

- Membership Survey Feedback – Discussion 30 min (Sarah)

Ice time

Need more insights into ADM model

Coaches corner – here's what we're focusing on and why – something OIC(?) could handle

Tournament scheduling and payments. Misconception on who schedules.

Competition

Forms. **Action item:** Brenden & Sam investigate further. Should be able to use SportNgin. Sam will coordinate call and have with Brenden.

Concessions – issues with not enough hours, getting snapped up too fast, tablets

MII/Hartmeyer: opportunities for improvement both at MII staffing and fundraising help

Host tournaments to make money? Ice time is biggest obstacle

Meeting minutes – will get up

Survey in general: issue very general summary to membership. Action item: once goals developed, put together (Sarah/Katy, others)

Communication

Goalie training

OIC with coaches comments: From Marc – coaching meetings went well; got good feedback; a number of coaches not interested in coming back. Reasons included more difficult than thought it would be, some burned out; girls in bantam; some coaches felt not fully supported by board or OIC; would like more specific training (possible coaching clinics including coaches' goalie training). Coaches should not have to do concessions.

- 2016-2017 Goals & Measures – Discussion 20 min (Katy/Brenden)

1. Player Development & Intro to Hockey

Katy: describe ADM better, success of the org through wins/losses, player growth. Higher emphasis on intro to hockey (level 1/2)

2. Financial Control Enhancement

- a. Concessions, Dibs
- b. Fundraising
- c. Skater Fees
- d. Association Scholarships & Awards

3. Security & Safety

4. Association Growth Pat: essential that Tanner be incorporated into discussion, assisting with recruitment, he has some awesome ideas. Sam: issues with moniker for Learn to Skate/Intro to Hockey – makes it sound like only for 5-6 year olds. Need to advertise more openly. Pat: focus on getting primary recruitment program set up and organized first. Hard to get info to Madison kids because can't get in schools. Katy: also set up some "skate for free" events on our own. Can target certain populations/levels. Jerry: what is historical growth? Use as way to define goal.

5. Other/Comments: Jim – add that should communicate that goals came from survey. Steve: continuation of transparency. Kevin: Hartmeyer upgrades (or Facility)

Other things that will continue: communication efficiency

**Action item: Exec Committee (and others if want) will set measure to show success with goals. Between now and June, define further and define measurements.**

- Roles, Responsibilities & Board Leads – Discussion 30 min (Katy)

Pat: have source to create a series of short videos on team placement, etc.

Fundraising Connection: Brenden Pautsch <b>April Pautsch, possibly Amy White in membership</b>	Apparel Board Point-of-Contact Jim Sheahan <b>Amy Unitan and Kim Straka</b>	Concessions Team Liaison – Sarah Moriva (Pat Goss assist) <b>Steve Smith – possible; still need co-lead</b>	MII Representative - Pat Goss
Golf Outing Board Contact - Sam Rasmussen	WAHA lead on behalf of PYHA – Pat Goss and <b>possibly Mitch Hawker</b>	<del>Fall Kick-off</del> Event Leader – Steve Chvala	Age Group Liaison & Age Level Director – Jerry Zeutzius
Equipment Coordinator – Kevin Kuhlow	Ice Fee Auditor – Jerry Zeutzius	Volunteer Lead – Jesse Theiler (?) and Sam Rasmussen	Family Forms & Coaching Certification Sam Rasmussen & Brenden Pautsch (and Katy)
Annual Meeting – Jim Sheahan	Hartmeyer Security – Steve Chvala	OIC Liaison – Ted Pritchard	PYHA Handbook – Katy & Brenden

- Financial Status Update – Decision 20 min (Brenda)

1. Overall Financial Health of Association / Taxes – not much has changed since annual meeting. Still financially healthy. Sent statements on Sunday night. Majority of outstanding is concession hours – under 10 people who still owe some sort of fees (a couple aged out). Taxes last year did not get filed on time but didn't owe anything. However IRS billed us \$3500 in late fees. Kris Storck is appealing. Mary is doing for this current tax year.

2. Approval to spend \$229 to upgrade Quickbooks. Currently working on 2013 and after May 31st it will no longer be supported. Discussion – shouldn't even need a discussion; just upgrade

1<sup>st</sup> Pat 2<sup>nd</sup> Brenden Approve All Opposed none

3. Need agreement on how many coaches per team we are going to reimburse certifications for. Are we building this into fees? Steve: Head and 3 assistants. Brenden: WAHA allows 4 on the bench for games. Katy: to be on ice, just need SafeSport. Option, anyone beyond 4 either raise fees or do tax write off/charitable donation. Katy: pay for more than 3. Would prefer to let OIC make recommendation – they should discuss and recommend. **Action item: Katy discuss with Marc. Brenda discuss tax option with Mary.**

4. Are we budgeting state tourney fees into skater fees? Not free to attend state. How do we try and cover the fees. Brenden: assume 3-4 make and include across travel teams. Pat: depending on

reserves, absorb in reserves. See how it goes over this year – how many make to state. Katy: can do if include in fundraising events. Kevin: budget for 3 and raise fees across the board (travel teams). If not used, goes into general fund. Katy: option is do 50/50 – budget for 3 teams at 50% or ~\$5 per skater.

**Action Item: Brenda come up with options to vote on in June meeting.**

5. Are we budgeting extra ice into skater fees? Will have challenges with ice. Looking at Oregon, McFarland, possibly Sun Prairie, UW Shell. Toby Kinsler would like to do Verona vs Patriots PW A scrimmages with no refs. Invite 3 other teams as well to play several teams against each other. Problem is blocking ice team. Not really a Patriots decision.
6. What equipment needs to be budgeted for? Goalie pads need to be replaced (Mite level). **Action item: have Marc collect goalie gear from coaches so can determine.** Budget 2 goalie sets. Budget same amount for pucks same as last year. Also \$500 for new helmets.
7. Funding for “paid” positions: CPA, concessions, other? President & Treasurer \$500 skater credit. Concession co-leads \$500 skater credit. CPA \$500.

Concession scheduler - \$250 Concession Inventory/Data management - \$500

8. Any other budget needs? Concessions stand security? Anything else you can think of?

Video camera \$500

- Key Dates & 2016-2017 Calendar of Events - 20 min (Katy)
  - WAHA Meeting: August 5-6 Brenden and possibly Steve
  - Golf Outing: Early to mid-August waiting to hear back from Door Creek and Oaks
  - Paint Night: TBD need to get quote to rent Hartmeyer – Brenden work with Pat to talk to Ward
  - Camp Ice: Week of 9/19
  - Fall Kickoff Event: TBD

- Communications – Informational 10 min (Sarah)

Will work on newsletter to consolidate info

Put together summary of membership survey to send out to membership

- Player Transfers & Request for Release – Decision 30 min (Katy)

move to go into close session 9:30 pm 1<sup>st</sup> Pat 2<sup>nd</sup> Brenden. Move to reopen 1<sup>st</sup> Brenden 2<sup>nd</sup> Pat 9:50 pm

1. Official Requests for Annual Release from Patriots: Accardo’s are released for one year

- a. Accardo Pat motion for release for one year to Sun Prairie. If Sun Prairie doesn’t accept, they must come back to Board for re-review of request

1st Pat 2nd Kevin Approve 8 Opposed 1

- b. Bingham Motion for family release to Sun Prairie for one year

1st Sarah 2nd Pat Approve All Opposed 0

## 2. Official Request to Transfer into Patriots: Boll family Tabled

1<sup>st</sup>          2<sup>nd</sup>          Approve          Opposed

- Memorial Day Parade – Discussion 20 min (Sam & Jerry)

Sam: talked to Brian Peden, Pat doing recruiting material. Include some kind of discount for learn to skate? Add dates for free skates. Katy having banner made for state team. Brian looking for vehicle. Float design/build party. Monday, may 23 6-8pm, 9 Wood Glen Court, Madison. Would like 8-12 people (adults). Kids welcome to assist. Recycling materials from last year; will get reimbursed for anything new. Katy/Brenda purchase candy & water. Kevin and Steve will get helmets, sticks. Brenden also add Dibs for parade – Sam get bullets to Sarah on logistics, rules, etc for parade.

- Open Positions: Discussion 20 min (Katy) **tabled**

- Concessions co-lead
- Fundraising co-lead (April Pautsch & ?)
- Apparel co-lead (Amy Unitan & Kim Straka)
- Board Member Liaison positions:

- TBD for June Meeting: Informational 5 min (Katy)

### 1. PYHA Player Development & Association Success

- Jesse's analysis
- OIC insight
- Opportunity for Dry-land summer & in-season

### 2. OIC Update - 2016-2017

### 3. Player's Health Update

### 4. Can we add Tanner to agenda to discuss Intro (?)

- Adjourn – Should be ~ 10 pm      Motion to adjourn. Adjourn 10:33pm

1<sup>st</sup> Brenda 2<sup>nd</sup> Brenden Approve all Opposed 0